

# Employment

## Jsec NEWS

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### Free!!!

#### 5-in-1 Mandatory Posters!!

If you are unsure what posters you need to post in your business, the following federal posters are required:

- \*Equal Employment Opportunity
- \*Family Medical Leave Act
- \*Federal Minimum Wage
- \*Job Safety and Health (OSHA)
- \*Polygraph

In addition to the above mentioned federal posters, employers are required to post proof of Unemployment Insurance coverage and Workers' Compensation coverage. You receive postings notices when you submit the paperwork for Unemployment Insurance and Workers' Compensation coverage.

If you would like a FREE copy of the new 5-in-1 mandatory poster, please contact Todd Erickson, Business Advocate, Lake County Job Service Workforce Center, 406.883.7885.

### Soft skills

What are they?

- \*Customer Service skills
- \*Reliable ~ Dependable
- \*Team work skills
- \*Communication skills

Wouldn't it be wonderful to have a staff packed with people who can't wait to get to work, put 110% of their energy into their jobs?



### New Federal Overtime Rules Take Effect

The new Federal overtime rules took effect August 23rd and may impact some Montana Businesses. In general terms, the Federal law applies to any business whose gross sales exceed \$500,000, any business engaged in interstate commerce or any individuals who are involved in the production of goods moving in commerce.

In addition, specific types of employers such as state and local governments, hospitals, nursing homes and many others are also subject to the federal law. Under the new standards, this means that to gain the exemption, bona fide executive, administrative and professional employees, in addition to meeting other standards for exemption contained in the new rules, must receive a salary of at least \$455 per week.

Based on longstanding interpretations of the interplay between state and federal law, it is widely accepted that if Montana has a higher standard than its federal counterpart, the higher standard must be applied regardless of whether the business is under federal or state jurisdiction. This means that those entities subject to the federal law, in addition to meeting the new federal salary, must also meet any Montana standard that exceeds the federal standards.

Employers must remember that the burden of proving the requirements for exemption rests with the employer asserting the exemption. For that reason, we urge employers to be prudent about which positions they classify as exempt. You can find more information on the new law at <http://www.dol.gov/esa/whd> or call the Labor Standards Bureau at 406.444.5600 or [www.mtwagehourbopa.com](http://www.mtwagehourbopa.com)

### The Cost of Turnover

Turnover hurts the company's bottom line.

Retaining key employees is more important than ever. The average cost of turnover is 25% of an employee's annual salary plus the cost of benefits.

Typical benefits amount to about 30% of wages. Example

1. Annual wage: \$35,000 x .25 = \$8750
2. Annual wage: \$35,000 x .30 = \$10500 x .25 = \$2625
3. Total turnover cost per employee: \$8750 + \$2625 = \$11375

Use your calculation to support employee-retention efforts.

### Why do people leave their jobs?

Some turnover is inevitable, but managers need to know the true reasons why employees leave and why they stay. How can you assess why your employee's leave?

ASK! And then listen.

Forget Why People Leave: Ask "Why do people stay?"

Ask your staff why they stay. Wouldn't it be a great idea to know why your place of business is the "greatest" place to work?

### JSEC Members

Marilyn Becker, Office of Public Assistance  
Bill Buckless, School District #30  
Terry Cable, St. Ignatius H.S.  
Karen Dellwo, First Interstate Bank  
Adina Fox, Ronan Telephone, Chair  
Wayne Fuchs, St. Luke Hospital  
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Paula Weaver, Tamsco  
Barbara York, Jore Corporation  
Polson Chamber of Commerce



To keep current on wage & hour laws; new available resources, new employer information, upcoming work shops; and meetings or for previous newsletters call Todd Erickson, Business Advocate at 406.883.7885 or visit our website: [www.employlakecounty.com](http://www.employlakecounty.com)

*To find out more about JSEC and how to become more involved, contact a JSEC member and join us at our monthly meetings.*



## Tools Available for Employers

Check out the new Employer Resource Room, available to employer's to use for interviewing, researching, etc. The Job Service also has available to employers, job descriptions, job applications, employee policies, handbooks, 5-in-1 posters, interviewing software, questions, etc. If you are interested in using the room, contact Todd Erickson, Business Advocate @ 406.883.7885.

**Resource Library. Give'em the Pickle !!** Pickles are those special or extra things you do to make people happy. Check out the video and see how!

**Books by Alyce Cornyn-Selby**, "What's Your Sabotage?" "Creative Procrastination: Getting Yourself Motivated!" "Why Winners Win?" "Hit the Road" "Teamwork & Team Sabotage"

Inquiries on all resources available contact The Lake County Job Service Workforce Center at 406.883.7880



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